FM066 Budget Operating Plan

Transfer of Funds - It has been brought to our attention that there are some offices that are not approving BOPs because the object classes in the receiving office do not match the object classes in the BOP of the transferring organization. When any type of transfer or adjustment is being made (whether between LO or within your own LO), the funds are being removed from the plan and put back into the Allotment Pool. Since NOAA does not allot to the the LOs by object class, the funds are in an allotment pool at the first level of the organization and program code for Direct funds and at the organization, program and project for Reimbursables funds. It is not
necessary for object class plans to match in the BOPs for transferring and receiving organizations. A Budget Operating Plan is intended to provide an organization with detailed schedules of the timing and purposes for their planned obligations, not of the office that transferred the funds. Do not disapprove a BOP for this reason.

Funds Checking - Since we are nearing the end of the fiscal year, funds balances for program and projects may be insufficient for negative BOP transactions. When approving a negative BOP, a user may receive a message "ERROR in Funds availability check. Failed to insert into G/L."   This is a warning to alert the user that if the BOP is approved, the plan amount would be reduced below the remaining funds available, and the system will not allow the BOP to be approved.   The Funds Balance Table is where CAMS stores the information on the funds remaining in the "Funds Control" pool. There is a row in the table for each funds control pool. Below is an example of a row in the Funds Balance table for the following funds:

```
Direct Funds
Org             01-**-****-**-**-**-**
Program Code     02-**-**-***
Project Code     *******

Reimbursable Funds
Org             01-**-****-**-**-**-**
Program Code    02-02-02-000
Project Code    1234567
```

A * denotes data that has been summarized. As you can see in the above examples, all allotments and obligations are summarized at a high level. Since funds checking is at the Line Office and Budget Activity for direct funds, the program that you are trying to reduce may have sufficient funds remaining in the plan to complete the negative BOP, but obligations that have been made under another program in the same Budget Activity, may prevent a user from reducing their plan. Since reimbursable funds have tighter funds control, (full program and project) obligations in another project will not restrict the adjustment of a BOP involving another project within the same program.

Your LO has been provided access to a Funds Balance query in Discoverer. If you experience this problem, contact your Line Office for assistance.

End of Year - All Budget Operating Plans (BOPs) must be completed and approved by your Line Office by September 30th.

QR101 Quick Reports

Occasionally, when printing quick reports, users may encounter instances where the screen freezes. To avoid this problem, click on the Page Setup icon and change your Source to "Auto Select". This will need to be selected the first time you print for each session.   Also click on the Print icon to check the Name to ensure that you are sending your report to the correct printer. If all else fails, you can right click on the ICA icon on the System tray (beside the digital clock at the bottom right hand corner of your screen), select Open Connection Center and select Disconnect. This will disconnect all connections from the Citrix Server.

You can have more than one session open in the ICA (BOP and Data Warehouse), but you can only print in one session at a time. You must close the Reports Background Engine each time you want to print a report from each session in order to print from the other open session.